

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SOCIAL SERVICES

DATE: JUNE 11, 2014

COMMITTEE MEMBERS PRESENT:

SUPERVISORS WESTCOTT
WOOD
SOKOL
FRASIER
STROUGH
VANSELOW
SIMPSON

OTHERS PRESENT:

REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:
SUZANNE WHEELER, COMMISSIONER
DEANNA PARK, DIRECTOR OF COUNTRYSIDE ADULT HOME
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
MARTIN AUFFREDOU, COUNTY ATTORNEY
JOAN SADY, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS DICKINSON
SEEGER
TAYLOR
SAMANTHA HOGAN, LEGISLATIVE OFFICE SPECIALIST

Mr. Westcott called the meeting of the Social Services Committee to order at 8:45 a.m.

Motion was made by Mr. Strough, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Suzanne Wheeler, Commissioner of the Department of Social Services (DSS), who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Ms. Wheeler presented a request to amend the Table of Organization to set the salary of the First Social Services Attorney at \$73,000, based on the results of a salary study and upon the recommendation of Gretchen Steffan, County Human Resources Director.

Mr. Thomas inquired as to the amount of the original salary for the position and Ms. Wheeler responded it was \$66,940.

Motion was made by Mr. Sokol, seconded by Mr. Strough and carried unanimously to approve the request as presented, and refer same to the Personnel Committee. A copy of the resolution request form is on file with the minutes.

Next, Ms. Wheeler presented a request to fill the vacant position of the Second Social Services Attorney (Annual Salary \$64,134), due to promotion.

Martin Auffredou, County Attorney suggested, that Ms. Wheeler explain the steps necessary to fill the position of Second Social Services Attorney. Ms. Wheeler explained that once she had the Committee's approval, she would post the position for the required 15 days, and then conduct interviews from the results of the posting. Mr. Strough asked if this was a full time position, and if it was reimbursable. Ms. Wheeler replied affirmatively adding that the position received 39% Federal reimbursement and 38% State reimbursement.

Motion was made by Mr. Sokol, seconded by Ms. Wood and carried unanimously to fill the vacant position of Second Social Services Attorney and report same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

This concluded the Social Services portion of the Committee meeting. Privilege of the floor was extended to Deanna Park, Director of Countryside Adult Home, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Park presented the request to renew the existing agreement with Mahoney - Notify Plus to assist with the Department of Health (DOH) requirements regarding fire and safety for the term commencing August 1, 2014 and terminating July 31, 2015, at a cost of \$1004, which was an increase of \$30.00 from the previous year.

Motion was made by Mr. Strough, seconded by Mr. Sokol and carried unanimously to approve the request as presented and the necessary resolution was authorized for the June 20th Board meeting; *a copy of the request is on file with the minutes.*

This concluded the Countryside Adult Home portion of the Committee meeting.

Mr. Westcott stated that he had met with Ms. Wheeler and they had discussed giving a tour of the Social Services Department at the next Committee meeting, followed by a luncheon.

He noted that later in the year they planned to hold a meeting to discuss efforts aimed at combatting fraudulent activities related to Social Services benefits.

As there was no further business to come before the Social Services Committee, on motion made by Mr. Strough and seconded by Ms. Wood, Mr. Westcott adjourned the meeting at 8:51 a.m.

Respectfully Submitted,
Samantha Hogan, Legislative Office Specialist